

**DON'T MISS YOUR ONCE-A-YEAR OPPORTUNITY TO ENROLL OR MAKE CHANGES TO
YOUR HEALTH, DENTAL, VISION, GROUP LEGAL &
BLOOD BANK COVERAGE**

OPEN ENROLLMENT IS MAY 3 – 19, 2010!

The 2010 Open Enrollment booklet will be available late April 2010 to view on the Statewide Benefits website at www.ben.omb.delaware.gov/oe. Complete information including changes to health care plans and prescription benefits effective July 1, 2010 are detailed in the open enrollment booklet. If you do not have access to a computer, please see your Human Resources/Benefits Office.

What you need to do:

- **Attend a health fair.**

If you have any questions about the 2010 Open Enrollment process or your benefits, please attend a benefits health fair scheduled at various site locations in each county. Health fair dates and location information are in the Open Enrollment booklet, listed on the back of this flyer and online at www.ben.omb.delaware.gov/oe.

- **Review your current benefits for health, dental, vision, group legal and blood bank. Changes to current coverage must be made by May 19, 2010.**

- If you wish to enroll in new coverage, change plans, add spouse/dependents or terminate coverage for yourself or your spouse/dependents; you must complete the online enrollment process by May 19, 2010. The eBenefits Quick Reference Guide is available at www.ben.omb.delaware.gov/oe. If you do not have access to a computer, please see your Human Resources/Benefits Office.
- **Vision plan through VSP®** - All state employees currently enrolled in VSP do not need to re-enroll for the 2010 benefit year. Your coverage will continue at the same level as your 2009 enrollment. You only need to contact VSP if you wish to change your enrollment level or terminate current coverage by calling VSP at 1-800-400-4569 or online at www.vsp.com/go/stateofdelaware.
- **Group Legal through ARAG®** - If you wish to enroll or terminate current coverage, call ARAG directly at 1-800-247-4184 or online at <http://members.ARAGgroup.com/delaware>. If you have no changes to your current Group Legal coverage, your coverage will automatically continue through the next plan year.
- Remember if you do nothing, your current health, dental, VSP vision, group legal and blood bank benefits will automatically continue through the next plan year.
- New benefit elections, changes or terminations will take effect July 1, 2010. If you make changes to your benefits, you will see those changes reflected in the deductions in your July 16, 2010 pay advice or paycheck viewable online at the following secure website, <https://phrstrapd.spo.state.de.us>.

- **Complete a Spousal Coordination of Benefits form.**

- If you cover your spouse in one of the State of Delaware Group Health Insurance medical plans, you **MUST** complete a new Spousal Coordination of Benefits form each year during Open Enrollment and anytime your spouse's employment or insurance status changes. **Failure to complete this form will result in a reduction of spousal benefits.**
- You **MUST** complete the Spousal Coordination of Benefits form online at www.ben.omb.delaware.gov/documents/cob no later than May 19, 2010. If you do not have access to a computer, contact your Human Resources or Benefits Office. Once completed, click "Printable Summary" to print a copy of your submission for your records.

Mark Your Calendar to Attend a Health Fair!

If you have questions about the 2010 Open Enrollment or your benefits, please attend a benefit health fair scheduled at various site locations in each county. Health Fair dates and location information are listed below:

2010 STATEWIDE BENEFITS HEALTH FAIRS

Date	Time	Location	Address
New Castle County			
Monday, May 3, 2010	10 a.m. – 2p.m.	Carvel State Building 2nd Floor Mezzanine (Elevator is accessible)	820 N. French Street, Wilmington, DE 19801 Directions: http://omb.delaware.gov/admin/locations.shtml
Friday, May 14, 2010	2 p.m. – 6 p.m.	Cranston Heights Fire Company Fire Hall	3306 Kirkwood Highway Wilmington, DE 19808 Directions: www.mapquest.com
Kent County			
Wednesday, May 5, 2010	10 a.m. – 2p.m.	Delaware Technical and Community College, Terry Campus Education & Technology Building- Room 727	100 Campus Drive, Dover, DE 19901 Directions: www.dtcc.edu/terry
Monday, May 10, 2010	2 p.m. – 6 p.m.	The Duncan Center The Outlook Conference Room 5th Floor (Elevator is accessible)	500 W. Loockerman Street Dover, DE 19904 Directions: www.theduncancenter.com
Sussex County			
Friday, May 7, 2010	10 a.m. – 2 p.m.	DHSS Stockley Center All-Star Building	26351 Patriots Way Georgetown, DE 19947 Directions: www.dhss.delaware.gov (click on office locations listed under menu)
Wednesday, May 12, 2010	2 p.m.– 6 p.m.	Bridgeville Vol. Fire Company Station 72 Fire Hall – 2nd Floor (Elevator is accessible)	313-315 Market Street Bridgeville, DE 19933 Directions: www.mapquest.com

FOR MORE INFORMATION,
GO TO www.ben.omb.delaware.gov OR CONTACT THE STATEWIDE BENEFITS OFFICE AT
(302) 739-8331 OR (800) 489-8933.